

**NOTICE OF MEETING
REGULAR MEETING**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. Minutes of the September 14, 2016 Regular Meeting

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4. PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA *(3 minute time Limit – Only items on the agenda not for Public Hearing may be commented on)*

5. VISITORS

6. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Council Report – Mayor Wythe

B. Staff & Design Team Project Report – Carey Meyer

1. Fire Hall Improvement Project

2. Public Safety Building – Phase I – Police Station

C. Report on Presentations – Chair Castner

1. Presentation Calendar – September 2016

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7. PUBLIC HEARING *(3 minute time limit)*

8. PENDING BUSINESS

A. Citizen Outreach Plan - Memo from Jenny Carroll re: Prop 1 Status Update

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9. NEW BUSINESS

A. Agenda Items for the Next Meeting

10. INFORMATIONAL ITEMS

11. COMMENTS OF THE AUDIENCE

12. COMMENTS OF THE CITY STAFF

13. COMMENTS OF THE COUNCILMEMBER

14. COMMENTS OF THE COMMITTEE

15. ADJOURNMENT/ Next Regular Meeting is Wednesday, October 12, 2016 at 5:30 p.m. All meetings scheduled to be held in the City Hall Upstairs Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 16-12 a Regular Meeting of the Public Safety Building Review Committee was called to order by Chair Ken Castner at 5:30 p.m. on September 14, 2016 at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska and opened with the Pledge of Allegiance.

PRESENT: COMMITTEE MEMBERS CASTNER, HUTT, WYTHE AND HOWARD

ABSENT: COMMITTEE MEMBER ROBL (EXCUSED)

STAFF: CAREY MEYER, PUBLIC WORKS DIRECTOR
JENNY CARROLL, SPECIAL PROJECTS AND COMMUNICATIONS COORDINATOR
RENEE KRAUSE, DEPUTY CITY CLERK

AGENDA APPROVAL

The agenda was approved by consensus of the committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. August 24, 2016 Regular Meeting Minutes

The minutes were approved by consensus of the Committee.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Council Report – Mayor Wythe

Mayor Wythe stated that Council took no actions at the meeting however one Councilmember in closing comments was vocally opposing the project.

B. Staff & Design Team Report – Carey Meyer

1. Fire Hall Improvement Project
2. Public Safety Building, Phase I, Police Station

Carey Meyer, Public Works Director provided a brief synopsis of his meeting with the design team and contractor. He provided some update on the improvements in progress on the Fire Station. He anticipates reductions in the cost estimate.

Mayor Wythe requested that cost estimate for the next Council meeting since it would be good to have that information. She confirmed the last Council meeting before Election Day is September 26th for Chair Castner.

Mrs. Howard requested status update from Mr. Meyer on budget lines items with the fire station project so that they can do the natural gas conversion. Mr. Meyer responded that the item was not on the original list. He noted the following:

- current electrical service may not be adequate for the additional demands of the added space so they would have to install a second electric service to the building but with that cost they are looking at conversion to natural gas for the equipment bays which will free up the electrical service and they will have adequate service for the second floor requirements including heating.
- They will be installing Rinnai heaters which will provide some further efficiency in the upstairs
- Due to additional items coming up the schedule is slipping
- the project Superintendent has been working diligently to assist in solving these issues
- the Civil work is slower while they finish other work
- Fire Marshall visit/approval is scheduled for September 22nd

Chair Castner commented that the original date was October 12th but with a little persuasion the date was reduced.

Mayor Wythe requested cost recovery on the natural gas for the building from Mr. Meyer for the next meeting. She opined that whatever they are investing into the conversion to natural gas for the building that they should recover that cost during the time they are using the building. She expressed her dismay in the discovery at this date of the structural issues at this point in the game. She has repeatedly requested a structural review of the building before expending the funds.

A brief explanation by Mr. Meyer and Chair Castner regarding the structural issues with the building and that the issue will be taken up with the Design Team and Contractor.

Chair Castner provided the information that the 200 amp service and backup generator is provided from the Police Department.

Lt Hutt commented on the work being done with electric on the borough building next door.

C. Report on Presentations – Chair Ken Castner

Chair Castner provided an update on the outcome of the presentations to the Economic Development Advisory Commission and the Planning Commission who asked several questions about square footage. The EDC asked questions regarding making it less expensive. Carey Restino requested some ballpark figures on what people would pay on an annual basis in sales tax for the project. He estimated a \$40 price per household based on \$1100 per month on utilities and food.

Jenny Carroll, Special Projects and Communications Coordinator offered the information that the City Manager and her performed an exercise and came up with \$43 per year. She also noted that non-city residents and visitors will also be adding to that. This is based on per household, equal to 9 fancy coffees a year.

Brief discussions on this being a user tax and if you do not purchase or expend a lesser amount you pay less and that this effects all who buy things in the city.

Chair Castner provided some feedback on the numbers he will be/or has presented to and could not pinpoint an exact number but did indicate that in total probably 300 people have seen his presentation. He believes that everyone understand this is a 40 year project, what he believes resonates with the people is that the job of the police has changed. They understand that things change as time goes on; another issue that people understand is that no one in blue is going to come before them and tell them what they need.

Chair Castner stated he provides the background history on the building also. He has two additional presentations to make before the vote.

Comments made note that the people in those organizations are the people that vote, their friends ask their opinion and the responsibilities of being an employer and these conditions hinder recruitment efforts and the fact that these conditions have been dealt with for more than 22 years.

Councilmember Zak was present and commented on the presentations being provided to the public on the issue and expressed concern on the negativity of one councilmember speaking out against the project and how that will affect the project.

Chair Castner departed the meeting at 5:55 p.m. to conduct another presentation.

Additional comment was made on the fact that the Homer Jail serves as a regional jail and the information that was provided on the effect of the cost of this additional sales tax amounted to approximately 9 special coffees a year. Mayor Wythe requested Chair Castner to include that information into his presentations.

Ms. Carroll requested confirmation on Chair Castner attending the Chamber Proposition Forum on September 20, 2016 at Noon at the Bidarka.

PUBLIC HEARING

PENDING BUSINESS

A. Citizen Outreach Plan and Election Calendar

1. Summary of Proposition 1
2. Sample of Newspaper Advertisements – Pre & Post Election
3. Sample Mailer
4. Sample of Radio Advertisements
5. Sample of Additives to City Website

Ms. Carroll distributed updated materials and provided information on the webpage and the video that will provide a video tour of the police department. She also noted the following:

- the mailer has been sent to Printworks there was a minor change on placement of one item so it would not interfere with the scan reader information
- she has been working on the radio announcement for KBBI and suggested changes to use the word whether in the first line, and use the word “build” instead of “construct”

The Committee suggested that since they are paying for the advertisement it may be worth checking the costs with the Public radio stations. But they do not want to add in the word. Ms. Carroll noted that KBBI will offer a 10% discount, which would allow them one additional day of advertising.

Ms. Carroll will confirm with the Chamber Chair Castner's attendance at the Proposition Forum, Mayor Wythe will also try to schedule time to attend the forum as support or assistance. Mrs. Howard stated she would like confirmation on the time, if it was 5 minutes then they definitely needed handouts.

Ms. Carroll also mentioned the following:

- having talking points for the project advocates (Mrs. Howard requested a cover letter and packet to provide to a few people she would like to distribute them to.
- Coffee Table by KBBI has been discontinued but they are interested in doing a news item with someone from the committee.

Mayor Wythe asked about doing something with Chris Story.

- Virtual Tour of the Police Department being created by Ash Churchill and he has provided a reduced rate of \$500-700 since he believes in the importance of the project; Scheduled this week to have a draft of the video.
- Provided some statistics on the services and requirements of the Police Department such as number of personnel, arrests, services, and storage requirements.
- Display ads for the local papers reduced to ¼ page advertising run September 22 and 29th. Not sure how the ads will come out in black and white. The cost differential to add the color to advertisement put it beyond the budget.
- Mrs. Howard requested having the banner ads on the newspaper websites.
- There was a discussion on possible confusion between the city proposition one and the borough proposition one. There was recommendation to remove the words "to Support" and use "for Homer"
- First APOC report was field and the city attorney advised that staff time, and equipment must be accounted for so she spoke with staff at APOC to received direction on how to include that information in the reports. It was recommended that inclusion in the ordinance plus incidental staff time and equipment necessary to conduct the public information campaign.

There was a brief discussion on the transparency to include staff time and equipment ensued and a recommendation to introduce an ordinance to amend the ordinance that allocated the funds to include the incidental expenses that includes staff time and equipment use for the information campaign.

Ms. Carroll then requested the committee to reconsider the publishing of thank you advertisement while a nice gesture she emphasized the impact to the budget. Mrs. Howard requested information on the number of hits the website gets. Ms. Carroll stated that she needs to speak with Aha to get signed up for google hits and she just hasn't had the time. There was a brief discussion on the value to having a virtual tour without knowing how many people might view that and that it is a big portion of the budget and putting it on Facebook with a push for minimal costs. The Fire Station, Library and Community Recreation have Facebook pages. The Committee agreed to just send a thank you through a Letter to the Editor. Ms. Carroll will look into banner ads. Input was provided by Mr. Zak on his costs for his banner ad. It was agreed to be consistent in the radio message ads are the same as with the print ads. Modifying the budget as noted they are still under the amount allocated.

Ms. Carroll stated that she has learned quite a bit in her research and wondered if it might be included as talking points; regarding the comments and questions posed such as Why Now? Why not Wait? She has found that right now the state bonding will provide a better interest rate than in the future. Councilmember Smith really questions the size and why all the storage. She has found that the storage is required to maintain the evidence which is the cornerstone of our justice system and the retention requirements. There have been questions why we are responsible for keeping evidence even when the state will be prosecuting and that the local department is required to keep, store and maintain and depends on the nature of the evidence and how long it takes to solve the case. She recommended a succinct point of view argument to respond to the question of fitness facilities and firing range. She opined that this is required to keep the employees safe as well as the prisoner safe and the public safe as well. It is really important to maintain the integrity of the Department and Staff who represent the foundation of our justice system.

Discussion ensued on how the public will view these issues this year since there are a number of issues on the borough side, the financial state of the state, the recent visits being made by the Borough Property Assessor; how much the cost of construction has grown from 1990 since 2016; what it would have cost to build since the project was put on the CIP; providing the residents with the most truthful information and that the committee has done due diligence to provide the information to the residents; the city's obligation to provide a safe working environment as an employer; choosing to live within a political subdivision known as a city.

Further discussion on the annual cost to the taxpayer of the \$43 equating to 9 fancy coffees is apt; Mayor Wythe would draft one but hesitates to put her name to it; having someone else put their name to the submittal to offer a different voice. Mayor Wythe suggested Mr. Crane would be a good voice; Mrs. Howard suggested Gary Thomas, more with the Fire Department but is well known throughout town. Mrs. Howard suggested a cover letter with the information that they are requesting them to talk about and telling them that they were chosen.

Mayor Wythe requested Ms. Carrol to email her the maintaining the integrity of justice and the clerk can email her the minutes and she will try to draft something.

Lt. Hutt said who would not want to drive into town and see a brand new building and know where to go; there are many times when people have asked where the police department is located.

Brief comments on the pressure relief that is being provided by the SPARC facility is beneficial to this project.

B. Updated and Revised Project Related Drawings and Cost Estimate

There were no materials provided and this item was not addressed at the meeting.

NEW BUSINESS

A. Next Meeting Agenda Items

Mayor Wythe stated that Chair Castner will perform is presentation to Council to include the economic impact, costs of construction increases, where they can go for information. She will bullet point in her closing comments.

The next meeting will be the Thursday before the election.

INFORMATIONAL ITEMS

COMMENTS OF THE AUDIENCE

COMMENTS OF CITY STAFF

COMMENTS OF THE COUNCILMEMBER

Mayor Wythe thanked Ms. Carroll for jumping in and getting this all together. She commented on the great negativity surrounding this project and pitting it against parks and recreation.

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMITTEE

Lt Hutt thanked everyone for their efforts in getting this project done.

Mrs. Howard commented on the hard work and previous experience learned while she was advocating for the expansion of the hospital. They were constantly refining the presentation. She did express wishing to receive an invitation to go along to critique the presentation.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 7:00 p.m. The next regular meeting is scheduled for Thursday, September 29, 2016 at 5:30 p.m. All meetings scheduled to be held at the City Hall Conference Room located at 491 E. Pioneer Avenue, Homer, Alaska.

RENEE KRAUSE, CMC, DEPUTY CITY CLERK

Approved: _____

SEPTEMBER 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 PSB Presentation to Homer Rotary 12:00 p.m. @ Bidarka	2	3
4	5	6 PSB Presentation Elks 5:00?	7 PSB Presentation to Planning Commission 6:30 pm	8	9	10
11	12 PSB Presentation to Council 6:00 p.m.	13 PSB Presentation to EDC 6:00 p.m.	14 PSB Presentation to Friends HPL 6:00 pm @ Library	15 PSB Presentation to Parks & Rec Commission 5:30 p.m. City Hall	16	17
18	19	20 Chamber Ballot Prop Forum	21	22	23 KBBI News	24
25	26 Presentation to Council	27	28	29	30	



City of Homer

www.cityofhomer-ak.gov

Administration
491 East Pioneer Avenue
Homer, Alaska 99603
(p) 907-235-8121 x2222
(f) 907-235-3148

Memorandum

TO: Public Safety Building Review Committee
FROM: Jenny Carroll, Special Projects & Communications Coordinator
THROUGH: Katie Koester, City Manager
DATE: September 22, 2016
SUBJECT: Prop 1 Public Outreach Plan Status

The purpose of this memo is to update you on my implementation of the Prop 1 Public Outreach Plan.

1. New items completed to date:

- Two new feature articles on City of Homer's main webpage. New article with links to press articles added 9/20/2016; video added 9/22/2016.
- Print Works put postcards in the mail on Wednesday, Sept. 21.
- PSA script running on KBBI, KWAVE, KPEN and KBAY radio stations. Final script:
"Two years of planning are complete and now, on October 4th, voters will decide to support public safety in Homer by voting on Prop 1 in the Municipal Election. If approved, Prop 1 allows the City to issue up to \$12 million dollars in bonds to build a new police station. It also approves a small annual increase in City sales tax from April through September for the purpose of paying the bond debt; once paid, the tax goes away. Get more info at the City of Homer website. Paid for by the City of Homer. Mayor Beth Wythe approves this message."
- Produced ½ page informational flier for distribution at Homer Chamber of Commerce Forum, September 20. Fliers also available to the Police Department.
- Completed Prop 1 video with Ash Churchill; posted on City of Homer homepage and HVFD Facebook Page.
- Worked with local newspaper and radio press to arrange Police Department tours, direct and answer questions.

2. APOC Reporting:

Filed two APOC 10-day reports: Tuesday, September 13 & Wednesday, September 21. Tom Lucas, of APOC, reviewed and approved first draft report prior to submission. 24-hour reporting of expenditures begins Sunday, October 25th and runs through Election Day.

3. Budget

Prop 1 - New Police Station Public Outreach Budget August 22, 2016

<u>Item</u>	<u>Fee</u>	
KBBI PSA 2X for 11 days	\$297.00	
Print Works Postcard Mailer	\$1,442.00	
Video Production	\$600.00	
FaceBook promotion		
Website Articles x 2		
Photos		
Homer News 1/4 page Ad x 2	\$642.00	
2nd ad color spot	\$50.00	
Homer News Web Banner	\$138.00	
8.57/day for 16 days		
Police Station Tours		
Homer Tribune Ad x 2	\$448.00	
Homer Tribune Web Banner	\$128.00	
6.70/day for 19 days		
KBAY, KPEN, KWAVE PSA		
2X for 12 days @ \$39	\$936.00	
Talking Points Flier for Forum/distribution		
	\$4,681.00	\$319 remaining

A YES Vote on PROP 1 Supports Public Safety



Vote YES - Support Public Safety - At work for our community

What is Proposition 1?

Proposition 1 provides the plan to finance construction of a new Police Station in Homer by allowing the City of Homer to issue general obligation bonds. Bond debt will be paid with a 0.65% seasonal City sales tax (from April through Sept) for the life of the bonds. After the bond debt is paid, the tax goes away.

What will my support of Prop 1 and Homer's public safety cost?

The 0.65% increase equates to \$43 in extra taxes per year based on monthly taxable expenses of \$1,100 -- a cost of less than \$5 per month. Visitors and non-City residents will likewise contribute revenues when they make purchases within the City, spreading the cost of the new facility out among all the people who utilize Homer's public safety services.

Why do we need a new Police Station?

First built in 1977, then added on to after only five years because of space constraints, Homer's current police station is 5,714 square feet with 5 jail cells. The size of the facility has not changed in over 30 years, but everything else about policing has.

Compared to 1981:

- Public service calls have increased 172%
- Arrests have increased 122%
- Police Department staff has about doubled in that time as well — from 12 staff in 1981 to 25 staff today.

These added demands don't even take into consideration up-dating the structure to accommodate:

- health & safety of our police officers, victims and public;
- multiple new data and communication technologies that are vital to public safety;
- family/social/community outreach services that are vital to crime prevention; or
- evidence processing and storage requirements that are vital to the integrity of our justice system.

The age and design of the current station and its limited lot size make renovation unfeasible.

Two years of planning with careful attention to size, scope and cost has produced a plan for a new Police Station that balances the requirements of modern public safety standards with valid cost concerns.

Current construction cost estimate is \$10-\$12 million. Significant cost savings have been gained by:

- locating the new station on existing City-owned property at the corner of Pioneer Avenue and the Sterling Highway;
- utilizing the existing HERC building (the site of the old middle school) for non-essential police services which account for about 2/3rds of the new police station's space needs;
- reducing the footprint of more costly new construction to 10,300 square feet, for essential services (jail, dispatch, offices, reception and interview rooms).

The planning goal was to keep costs down by building the smallest addition possible, while meeting Homer's public safety needs:

- improved safety for the public and our police officers and protect the privacy of suspects and the public;
- fulfill corrections requirements for separation of juvenile and adult offenders and separate jail quarters for women;
- expanded record keeping, modern evidence processing and ample storage to meet today's legal requirements;
- modern communication capability and proper environment for their upkeep.

The site plan additionally:

- relocates the skate park to a new on-site location;
- relocates HERC recreational activities to new SPARC complex and City of Homer recreation program;
- provides for an eventual new fire station on site.

Why do this now:

- health & safety and space needs are great;
- current favorable interest rates;
- construction costs only increase over time.



See the need first hand. Tour Homer's Police Station Sept 28 or Oct 1

No need to RSVP. Stop by anytime during the tours:

- Wednesday, September 28 from 5:00 pm to 7:00 pm
- Saturday, October 1 from 1:00 pm to 3:00 pm

In the Press

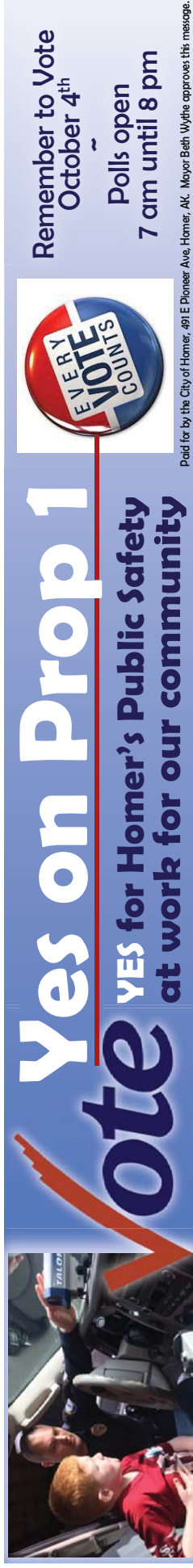
Homer Tribune Newspaper Article, Sept 3, 2013

The Need for a New Police Station, City of Homer website article on how Prop 1 supports Homer's Public Safety





Vote October 4, 2016 • Polls open from 7 am until 8 pm
Absentee Voting begins September 19 at City Hall

Homer News web banner ad: 9/19-10/4



Vote **Yes on Prop 1**
YES for Homer's Public Safety
at work for our community



Remember to Vote
October 4th
Polls open
7 am until 8 pm

Paid for by the City of Homer, 491 E Pioneer Ave, Homer, AK. Mayor Beth Wythe approves this message.



Vote **Yes on Prop 1**
YES for Homer's Public Safety
at work for our community



Remember to Vote
October 4th
Polls open 7 am - 8 pm

Paid for by the City of Homer, 491 E Pioneer Ave, Homer, AK.
Mayor Beth Wythe approves this message.

Homer Tribune web banner ad: 9/16-10/4

PSA script scheduled 2X/day 9/21-10/4 on KWAVE, KPEN, KBAY radio stations:

“Two years of planning are complete, and now, on October 4th voters will decide to support public safety in Homer by voting on Prop 1 in the Municipal Election. If approved, Prop 1 allows the City to issue up to \$12 million dollars in bonds to build a new police station. It also approves a small annual increase in City sales tax from April through September for the sole purpose of paying the bond debt; once paid, the tax goes away. Get more info at the City of Homer website. Paid for by the City of Homer, 491 E. Pioneer Avenue, Homer, AK. Mayor Beth Wythe approves this message.”

A YES VOTE ON PROP 1

Supports public safety • at work for our community



VOTE OCTOBER 4

Polls Open 7:00 am - 8:00 pm

Absentee Voting begins September 19 at City Hall

Paid for by City of Homer

491 E. Pioneer Avenue, Homer, AK 99603



Mary (Beth) Wythe, Mayor
approves this message.

First built in 1977, then added on to after only five years because of space constraints, Homer's current police station is 5,714 ft² with five jail cells. The size of the facility has not changed in over 30 years, but everything else about policing has.

Compared to 1981:

- ◆ Public service calls have increased 172%;
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- ◆ Police Department staff has about doubled in that time as well — from 12 staff in 1981 to 25 staff today.

These added demands don't even take into consideration up-dating the structure to accommodate:

- ◆ health & safety of our police officers, victims and public;
- ◆ multiple new data and communication technologies that are vital to public safety;
- ◆ family/social/community outreach services that are vital to crime prevention; or
- ◆ evidence processing and storage requirements that are vital to the integrity of our justice system.

The age and design of the current station and its limited lot size make renovation unfeasible. Over the past two years, designs for a new police station balances the requirements of modern public safety standards with valid cost concerns.

Proposition 1 provides the plan to finance construction through issuing general obligation bonds. Bond debt will be paid with a 0.65% seasonal City sales tax, after which the tax goes away.

For more information visit: www.cityofhomer-ak.gov

Tour Homer's Police Station. No need to RSVP. Stop by anytime during the tours:

Wednesday, September 28 from 5:00 pm to 7:00 pm

Saturday, October 1 from 1:00 pm to 3:00 pm

Two years of planning with careful attention to size, scope and cost has produced a cost-effective plan for a new Police Station to take Homer's public safety services through the next 40 years.

Current construction cost estimate is \$10-\$12 million. Significant cost savings are gained by:

- ◆ locating the new station on existing City-owned property at the corner of Pioneer Avenue and the Sterling Highway;
- ◆ utilizing the existing HERC building (the site of the old middle school) for non-essential police services which account for about 2/3rds of the new police station's space needs;
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- ◆ expanded record keeping, modern evidence processing and ample storage to meet today's legal requirements;
- ◆ modern communication capability.

The site plan additionally:

- ◆ relocates the skate park to a new on-site location;
 - ◆ relocates HERC recreational activities to new SPARC complex;
 - ◆ provides for an eventual new fire station on site.
- ### Why do this now:

 - ◆ health & safety and space needs are great;
 - ◆ current favorable interest rates;
 - ◆ construction costs only increase over time.

What will my support of Prop 1 and Homer's public safety cost?

0.65% equates to \$43 in extra taxes per year based on monthly taxable expenses of \$1,100 -- a cost of less than \$5 per month. Visitors and non-City residents will likewise contribute revenues when they make purchases within the City, spreading the cost of the new facility out among all the people who utilize Homer's public safety services.

